

## 2.27 COMMUNITY FUNDING

<b>Responsible Directorate</b>	Strategic and Community Services
<b>Responsible Service Area</b>	Community Engagement
<b>Resolution</b>	March 2025          C16.03.25
<b>Procedure Ref</b>	N/A

### 1. PURPOSE

To outline the financial support provided to eligible community groups and individuals through the Community Funding Program whilst ensuring Shire funds are distributed in an equitable and transparent manner.

### 2. SCOPE

This policy applies to community groups and individuals seeking funding support from the Shire.

### 3. DEFINITIONS

<b>agreement</b>	a binding document that sets out the conditions under which Shire of Mundaring is to provide funding to a funding recipient.
<b>CEO</b>	the Chief Executive Officer, who is the most senior employee in the organisation. The CEO is appointed by and directly accountable to the Council.
<b>Council</b>	the body consisting of all council members sitting formally as the Council of the Shire of Mundaring.
<b>Shire</b>	the local government of Shire of Mundaring. Includes the Council and the Administration.
<b>community group</b>	characteristics include but not limited to: <ol style="list-style-type: none"> <li>a. incorporated not for profit group or association of persons with the primary aim of conducting activities and providing services for community benefit; and</li> <li>b. relies predominantly on volunteer labour, community fundraising, membership fees and donations.</li> </ol>

## 4. POLICY

Council receives a range of requests for funding from local community groups and individual for a variety of sports, arts, recreation, environmental and community projects each year.

The aims of the Shire's Community Funding program are:

- To encourage the development of services, facilities and events that meet identified community needs.
- To promote active participation of local residents in community initiatives and the development of skills, knowledge and opportunities.
- Encourage community connection, foster health and wellbeing and enhance community spirit.
- To provide assistance to the community to develop and deliver initiatives and services that support the Shire's Council Plan.
- To enhance collaboration and linkages between the community and the Shire.
- To support development of individuals in their chosen area of interest (including sport and recreation, science, technology, arts, community service, culture and the environment).
- To enable individuals to contribute positively to their engagement in the broader community and development of citizenship attributes.
- To provide a level of funding that takes into account the budgetary constraints of the Shire.
- To enable community organisations to attract other funding and in-kind support.
- To acknowledge community organisations and volunteers for the positive contribution they make to the local community and Council's vision for the future.

### 4.1. Multi-Year Funding Agreements

#### 4.1.1. Four Year Service Agreements

Four year service agreements may be offered to community groups who provide an ongoing service to the community and maintain a continual community presence.

To be eligible to receive funding, the services provided by the community group are to closely align to the Shire's strategic goals. Four year service agreements are reserved for groups who bring a high level return on investment. It is generally expected that four year service agreements will be offered recurrently, provided all conditions of funding are met.

Eligible community group seeking a four year service agreement are to submit a detailed business case.

An item regarding the request for the four year service agreement will be presented to Council via its annual corporate business planning process.

Successful funding recipients are required to provide six monthly reports against key performance indicators as agreed with the Shire.

#### 4.1.2. Three Year Event Funding Agreements

Three year event funding agreements may be offered to community groups who are delivering events that are regional in nature, are unique in their offering and have capacity to attract external visitors.

To be eligible to receive funding, the community group is to have a proven track record in the delivery of their community based event. The initiatives funded by a three year event funding agreement are to closely align to the Shire's strategic goals and have the ability to attract significant external funding. It is generally expected that three year event funding agreements will be offered recurrently, provided all conditions of funding are met.

Eligible community groups seeking a three year event funding agreement are to submit a detailed business case including details of administration processes in place and evidence of robust business planning.

An item regarding the request for the three year funding agreement will be presented to Council via its annual corporate business planning process.

Successful funding recipients are required to provide annual reports against key performance indicators as agreed with the Shire.

#### 4.1.3. Two Year Event Funding Agreements

Two year event funding agreements may be offered to community groups who have a history of consistently and successfully delivering the event to be funded on five or more occasions. Funding at this level is developmental in nature with the intent of supporting groups to become further established and broaden their reach, whilst providing security of longer term funding.

To be eligible to receive funding, the community group is to have a proven track record in the delivery of their community based event. The initiatives funded by a two year event funding agreement are to closely align to the Shire's strategic goals and have the ability to attract significant external funding. It is generally expected that two year event funding agreements will be offered recurrently, provided all conditions of funding are met.

Eligible community groups seeking a two year event funding agreement are to submit:

- a detailed business case including details of administration processes in place and robust business planning; and

- an evaluation of the event that will utilise the funding, with evidence of achieving the events intended outcomes provided.

An item regarding the request for the two year event funding agreement will be presented to Council via its annual corporate business planning process.

Successful funding recipients are required to provide annual reports against key performance indicators as agreed with the Shire.

## **4.2. Community Funding Program**

The Shire provides Community Events Grants and Community Impact Grants through the Community Funding Program.

“Community Funding Program Guidelines” (Appendix 1) pertaining to each of the following individual grants, are available via the Shire’s website and in paper copy on request.

### **4.2.1. Community Event Grants**

Community Event Grants provide funding to community groups wishing to run fetes, festivals, markets, sporting/recreational carnivals, exhibitions, small performances and milestone and volunteer recognition events.

Eligibility criteria, promotion requirements and acquittal obligations are available in the “Community Funding Program Guidelines” (Appendix 1).

Grants under \$3000 will be determined by the CEO. Grants \$3001 or greater (to a maximum of \$5000), will be presented to the Grants Selection Committee for assessment. All Significant Milestone Event Grant applications will be presented to the Grant Selection Committee for assessment, regardless of value. The Grants Selection Committee is authorised to approve funding pursuant to this policy.

Council members will be notified of approved funding.

### **4.2.2. Community Impact Grants**

Community Impact Grants provide funding to community groups to achieve positive impact outcomes for community through delivery of wellbeing programs or:

- purchase of small equipment,
- undertaking minor capital upgrades,
- creation of promotional material,
- provision of training,
- delivery of community activities.

Community Impact Grants also support the wellbeing of young residents of the Shire, aged eight-18 years, in their pursuit of activities that:

- support their development in their chosen area of interest including sport and recreation, science, technology, arts, community service, culture and the environment; and
- contribute positively to their engagement in the broader community and development of citizenship attributes.

Eligibility criteria, promotion requirements and acquittal obligations are available in the “Community Funding Program Guidelines” (Appendix 1).

Grants under \$3000 will be determined by the CEO.

Council members will be notified of approved funding.

#### 4.2.3. Funding Allocation

Funding allocations for the Community Funding Program will be determined as part of the annual budgeting process. Unspent funds allocated to the Community Funding Program will not be carried forward to the next financial year.

## 5. APPENDICES

**Appendix 1** Community Funding Program Guidelines

## 6. RELATED LEGISLATION

## 7. RELATED DOCUMENTS

Not Applicable